

The Reserve Component Subsistence System (RCSS) is the mandatory accounting system for all ARNG and (USAR using non automated accounting) units feeding for IDT and AT not performed at an Active Army installation. This system has two primary components. The first is the accountability for the number of requested meals, as compared to the number of SIK soldiers paid during an IDT or AT to include meals sold for cash by the responsible commander. The second component is the standards for food preparation and the efficient operation of the dining facility by the FOS.

The RCSS contains the following general policies –

- (1) The commander responsible for the dining facility operation will initiate a DA Form 5913, (Strength and Feeder Report) identifying the number of SIK soldiers requiring meals support, and forward this request to the FOS, who will complete all documentation and forwarded it to the appropriate headquarters providing ration support. Only the responsible unit commander is authorized to sign the initiating request. This duty will not be delegated.
- (2) Any soldier (officer or enlisted) required to pay cash will not be included in the initiating request (DA Form 5913) to support IDT or AT feeding **(except when soldiers are completing DFAS action for AT in accordance with DOD FMR 7000.14).**
- (3) If soldiers who are required to pay cash, civilian guests, family members, or civilian employees (DOD or State) are included in the initiating request the commander is directly responsible for the additional meals requested and will ensure that cash collection is accomplished. **Individual soldier**

- (4) The **installation authority** will determine the subsistence supply source and method used to requisition subsistence to support IDT or AT.
- (5) It is the commander's responsibility to ensure that all subsistence is controlled, properly used, and accounted for. Disposition of all subsistence prepared will be on DA Form 3034 (Production Schedule)
- (6) The accountability for meals or operational rations received to support an IDT or AT training period will be accomplished on the DA Form 5914 (Ration Control Sheet) see DA PAM 30-22, paragraph 3-42,(5).
 - (a) All line item A- rations meals and operational rations used to provide food service support during IDT or AT will be accounted for.
 - (b) The variance factor between the total number (SIK and cash) of personnel requiring food service support (meals), and the total number of paid SIK soldiers (DA Form 1379 **or IDT attendance roster**) to include meals sold for cash (DD Form 1544) will be zero.
- (7) An inventory record will be maintained for all unprepared perishable (when appropriate) and semi-perishable subsistence items, excluding opened condiment containers remaining at the conclusion of the IDT or AT. The inventory record will be maintained in a current status until all subsistence items are documented as consumed or until all products have been utilized.

(8) A end of training report, DA Form 5913, will be completed and forwarded to the supporting headquarters (RRC/DRC/DIV or DOL/USPFO). This report will identify by day the number of enlisted soldiers authorized SIK that were listed as being present/paid on the DA Form 1379 report **or IDT attendance roster as appropriate**. The report will also reflect the number of meals sold for cash. Only the responsible commander is authorized to sign the end of training report. **This duty will not be delegated.**

a. Further procedures and additional guidance for the RCSS are contained in Chapter 3, paragraph 3-42, of DA Pam 30-22.

b. The RCSS is not applicable when contract or catered meals are utilized. Paragraph 3-41 of this regulation provides policy for contract/catered meals.

c. RC units performing AT at an active Army training site or training with an active Army unit will use the Army Field Feeding System (AFFS) (see chapter 4) of this regulation and DA PAM 30-22.

d. The following schedule of IDT meal entitlements is based on **hours of continuous attendance** as verified by the unit training schedule.

Training Period

Meals Authorized

MUTA 2

1

MUTA 3

1

MUTA 3
(overnight)

3

MUTA 4

2

MUTA 4
(overnight)

4

MUTA 5

2

MUTA 5
(overnight)

5

NOTE: an SIK, RC soldier is authorized a meal for every eight (8) hours of continues attendance

3-42. Reserve Component Subsistence System

- a. The Reserve Component Subsistence System (RCSS) is a system designed to reduce the administrative requirements from the former IDT accounting system. The RCSS will be used by RC units during IDT and AT (other than when IAW AR 30-22 Para 3-30d).
- b. The significant elements of the RCSS are contained in Appendix F of this PAM.

Appendix F

Procedures and Documentation for the Reserve Component Subsistence System

The significant elements of the RCSS are listed below:

a. ***Forecasting Present for Duty Strength (PDS) requirements.***

(1) Submissions of the initiating request (DA Form 5913) data to the DOL/USPFO for ARNG units or RRC/DRC/DIV for the USAR units will be based on the published schedule from the higher HQ.

(2) The data contained on the initiating request will be the number of enlisted soldiers (by category of service) who are anticipated to attend the training period (either IDT or AT) and are authorized to eat without reimbursement (SIK). When authorized by the **installation authority** the data will also contain the number of anticipated meals to be sold for cash to officers, AGR enlisted personnel, family members, guests or DOD/State civilian employees. After signing the DA Form 5913, the commander will forward the document to the FOS for submission to the requisitioning source.

(a) The daily total number (Grand Total) of the enlisted members authorized SIK and the meals forecasted to be sold for cash represents the unit's official support/meal requirement for a specific date (IDT or AT).

(b) The anticipated feeding strength (SIK and cash) is entered on the initiating DA Form 5913 for each day the unit is requesting meals.

(3) See figures F-1 and F-2 for examples of initiating requests (DA Form 5913) for meal support during IDT or AT.

b. *Requisitioning of subsistence.*

(1) The FOS will prepare the appropriate requisitioning documents or procedures as identified by the DOL/USPFO for ARNG units or RRC/DRC/DIV for the USAR units.

(2) Subsistence items requested should be adjusted by items contained in the inventory whenever possible. However, consideration must be given to menu variety, nutrition and soldier preference when the use of inventory is planned.

STRENGTH AND FEEDER REPORT For use of this form, see DA PAM 30-22; the proponent agency is DCS, G4.				
1. UNIT/ORGANIZATION HHC, 734 th CHEM BN		2. TO RSC/DRC/DIV or DOL/USPFO		3. DATE (YYYYMMDD) 2003/02/08
4. REPORT DATES (YYYYMMDD)	2003/03/08	2003/03/09		5. X REQUEST REPORT
6. PERSONNEL PRESENT FOR DUTY BY SERVICE COMPONENT				
U.S. ARMY (<i>Active</i>)				
U.S. AIR FORCE (<i>Active</i>)				
U.S. NAVY (<i>Active</i>)				
U.S. MARINES (<i>Active</i>)				
ARNG	125	125		
USAR				
7. SUPPORTED UNITS				
8. MEALS SOLD FOR CASH	2	1		
9. GRAND TOTAL	127	126		
10. REMARKS 07 Mar B L A -Ration D 08 Mar B L A - Ration D				
11a SIGNATURE Richard N. Anderson		11b RANK MAJ		11c. DATE (YYYYMMDD) 2003/02/08

DA FORM 5913, JUL 2002 DA FORM 5913-R, JUN 1990, IS OBSOLETE

Figure F-1 DA Form 5913 Strength and Feeder used as a Request for a single unit

STRENGTH AND FEEDER REPORT For use of this form, see DA PAM 30-22; the proponent agency is DCS, G4.				
1. UNIT/ORGANIZATION HHC, 734 th CHEM BN		2. TO RSC/DRC/DIV or DOL/USPFO		3. DATE (YYYYMMDD) 2003/02/08
4. REPORT DATES (YYYYMMDD)	2003/03/08	2003/03/09		5. X REQUEST REPORT
6. PERSONNEL PRESENT FOR DUTY BY SERVICE COMPONENT				
U.S. ARMY (<i>Active</i>)				
U.S. AIR FORCE (<i>Active</i>)				
U.S. NAVY (<i>Active</i>)				
U.S. MARINES (<i>Active</i>)				
ARNG	125	125		
USAR				
7. SUPPORTED UNITS				
CO A, 734th Chem	75	75		
CO B, 734th Chem	60	60		
CO C, 734th Chem	40	40		
8. MEALS SOLD FOR CASH	12	9		
9. GRAND TOTAL	312	309		
10. REMARKS Remote Site Feeding Site #1 (75) - B (75) - D Site #1 (75) - B Site #2 (60) - B (60) - D Site #2 (60) - B Site #3 (40) - B (40) - D Site #3 (40) - B (MREs all lunch meals) <u>08 Mar</u> B A-Ration L MRE D A-Ration <u>09 Mar</u> B A-Ration L MRE D 0				
11a SIGNATURE Richard N. Anderson		11b RANK MAJ		11c. DATE (YYYYMMDD) 2003/02/08

DA FORM 5913, JUL 2002 DA FORM 5913-R, JUN 1990, IS OBSOLETE

Figure F-2 Sample DA Form 5913 (Strength and Feeder Report) used as a request for multiple units supported

c. *Receiving of subsistence.*

The FOS must ensure that all subsistence obtained from all sources of supply is inspected for condition and that the quantities listed on the receipt documents are verified before acceptance at the kitchen. Additional receipt and inspection procedures are identified in paragraph 3-18 of this PAM.

d. *Disposition of subsistence*

(1) Unless appropriate storage and refrigeration conditions are available all perishable subsistence received for a specific meal must be prepared and served. Perishable subsistence prepared must be accounted for on the DA Form 3034.

(2) The DA Form 3034 for all line item A-ration subsistence items will reflect the following:

(a) The completion of the DA Form 3034 will provide routine documentation of subsistence and provide guidance to cook personnel for the preparation of the meal. See figure F-3 for instructions to complete the DA Form 3034 for line item A-rations.

(b) The DA Form 3034 will also be prepared when UGR meals are used. See figure 4-2 , chapter 4 of this PAM for instructions to complete the DA Form 3034 when using UGR meals.

a. Disposition of meals.

(1) The DA Form 5914, Ration Control Sheet will be used to provide accountability for meals received and will be completed as follows.

(a) A separate DA Form 5914 will be maintained for each type ration used for IDT and AT as appropriate. For IDT, a ration mix could be A-rations and individual operational rations such as an MRE, which would require two separate ration control sheets. For AT a possible ration mix could be A-ration, UGR H&S ration, and an individual operational ration. This would require three separate ration control sheets.

(b) The disposition of meals records will be maintained monthly for IDT. A separate set of records will be maintained for AT.

(c) The remarks column of a DA Form 5914 will be used to enter all relevant information clarifying any transactions or actions taken that are not clear in columns *b* through *h* or that will enhance management information and control.

(d) Any difference between the total meals received, and number of persons supported, will be identified in the remarks column.

(2) See figures F-4 through F-6 for examples and instructions to complete DA Form 5914

RATION CONTROL SHEET For the use of this form, see DA PAM 30-22; the proponent agency is DCS, G4								1. Page <u> 1 </u> OF <u> </u>	
2. UNIT HHC 734 th CHEM BN				3. TYPE OF RATION ☐ UGR-H&S ☐ UGR-A ☐ MRE X ☐ OTHER A-Rations				4. PERIOD 200303	
a. DATE (YYYYMMDD)	b. MODULES DRAWN	c. MEALS DRAWN	d. MEALS RETURNED	e. MEALS ISSUED	f. CUM BAL MEALS ON HAND	g. HO. OF PERSONS SUPPORTED	h. UNIT, INDIVIDUAL ACTIVITY ISSUED TO	i. SIGNATURE OF INDIVIDUAL RECEIVING MEAL	j. ISSUED BY
2003/03/07		253			253			SSG HALL, Supply	
2003/03/08				253	0	253	HHC 734 th Chem Bn	SSG Lee FOS	SSG Hall Supply
5. RE3MARKS								6a REVIEWED BY	
								6b DATE (YYYYMMDD)	

Figure F-4 Sample 5914 showing original receipt and transfer of meals

RATION CONTROL SHEET For the use of this form, see DA PAM 30-22; the proponent agency is DCS, G4								1. Page <u> 1 </u> OF <u> 1 </u>	
2. UNIT HHC 734 th CHEM BN				3. TYPE OF RATION ☐ UGR-H&S ☐ UGR-A ☐ MRE X ☐ OTHER A-Rations (L)				4. PERIOD 200303	
a. DATE (YYYYMMDD)	b. MODULES DRAWN	c. MEALS DRAWN	d. MEALS RETURNED	e. MEALS ISSUED	f. CUM BAL MEALS ON HAND	g. HO. OF PERSONS SUPPORTED	h. UNIT, INDIVIDUAL ACTIVITY ISSUED TO	i. SIGNATURE OF INDIVIDUAL RECEIVING MEAL	j. ISSUED BY
2003/03/08		253			253			SSG Lee FOS	
2003/03/08				127	126	125	HHC 734 Chem Bn	1 st SGT Jones	SSG Lee FOS
2003/03/09				126		126	HHC 734 Chem Bn	1 st SGT Jones	SSG Lee FOS
2003/03/09					0				
5. RE3MARKS * 08 Mar, 2 Meals discarded								6a REVIEWED BY LT Lawson FSO	
								6b DATE (YYYYMMDD) 2003/03/09	

Figure F-5 Sample DA Form 5914 (Ration Control Sheet) single unit

RATION CONTROL SHEET For the use of this form, see DA PAM 30-22; the proponent agency is DCS, G4								1. Page <u> 1 </u> OF <u> 1 </u>	
2. UNIT HHC 734 th CHEM BN				3. TYPE OF RATION ☐ UGR-H&S ☐ UGR-A ☐ MRE X ☐ OTHER A-Rations (Breakfast)				4. PERIOD 2003/03	
a. DATE (YYYYMMDD)	b. MODULES DRAWN	c. MEALS DRAWN	d. MEALS RETURNED	e. MEALS ISSUED	f. CUM BAL MEALS ON HAND	g. HO. OF PERSONS SUPPORTED	h. UNIT, INDIVIDUAL ACTIVITY ISSUED TO	i. SIGNATURE OF INDIVIDUAL RECEIVING MEAL	j. ISSUED BY
2003/03/07		621			621			SSG Lee FOS	
2003/03/08				312	309	131 (-6)	HHC 734 Chem Bn	1 st SGT Jones	
2003/03/08						75	CO A 734 Chem Bn	1 st SGT Williams	
2003/03/08						60	CO B 734 Chem Bn	SFC Anderson	
2003/03/08						40	CO C 734 Chem Bn	SFC Coon	
2003/03/09					309				SSG Lee FOS
2003/03/09				309		139 (+5)	HHC 734 Chem Bn	1 st SGT Jones	
2003/03/09						75	CO A 734 th Chem Bn	1 st SGT Williams	
2003/03/09						60	CO B 734 th Chem Bn	SFC Anderson	
2003/03/09						40	CO C 734 th Chem Bn	SFC Coon	
2003/03/09					0				
5. RE3MARKS * 08 Mar, 6 cash meal failed to eat, discard 6 meals * 09 Mar, 5 unanticipated cash meals sold								6a REVIEWED BY LT Lawson FSO	
								6b DATE (YYYYMMDD) 2003/03/09	

Figure F-6 Sample DA Form 5914 (Ration Control Sheet) multiple units

f. *Inventory.*

When conditions warrant all RC food service activities may maintain an inventory of unprepared semi-perishable subsistence during both IDT and AT.

The IDT inventory will reflect only those subsistence items purchased to support an IDT training period. The inventory will be updated (new items to be included or items removed) monthly as required.

(1) The IDT inventory is not required to be priced or extended. The inventory will be maintained as a record of subsistence item on-hand, which maybe used to provide additional menu variety or reduce future IDT food expenditures.

(2) Subsistence items returned from AT will be maintained on a separate inventory record and will not be included in the IDT inventory. This inventory will also be maintained as a record of subsistence item on-hand, which maybe used to provide additional menu variety or reduce future food expenditures. This inventory is not required to be priced or extended.

There is no formal *dining facility* account status in either meals or dollars.

h. Signature headcount.

There is no requirement for a signature headcount system in the RCSS for IDT or AT.

i. Cash meals.

When authorized by the **installation authority**, RC units may sell meals to officers, AGR enlisted, active duty enlisted and officers, family members, guests, and DOD/State civilian employees (if appropriate) for cash.

(1) The cash meal reimbursement policies and rates identified and published in the DOD FMR 7000.19 and AR 30-22 will be used in all appropriated fund RC dining facilities having cash meal sales.

(2) The procedures for the DD Form 1544, both book and sheet, cash turn-in, and unannounced cash counts as prescribed in this pamphlet will be followed.

(3) Individual soldier DFAS reimbursement actions are not authorized for IDT.

j. Reports.

The FOS will prepare a final report on the DA Form 5913 at the conclusion of IDT or AT assembly. The DA Form 5913 will show the number of enlisted soldiers authorized SIK listed to be paid on the DA Form 1379 **or IDT attendance roster, as appropriate**) and the number of cash meals sold on the DD Form 1544. The FOS will forward the final report, DA Form 5913 to the unit commander for approval and signature. The unit commander will submit this report to the supporting activity after each IDT training period or AT. See figures F-7 and F-8 for examples of the preparation of DA Form 5913.

k. Holiday Meals.

Holiday meals will be served on the actual holiday or on the actual day of the Army's birthday. The **installation authority** may authorize an exception to the actual day of service requirement (during the month of the actual holiday) when conditions warrant. Reserve Components units or organization will serve only one holiday meal during the Thanksgiving/Christmas holiday period. For full food service units the holiday meal as well as the Army birthday meal will be authorized a 25% increase in the BDFA. For units subsisting on catered meals there is no authorization for an increase in funding to procure a holiday meal.

STRENGTH AND FEEDER REPORT				
For use of this form, see DA PAM 30-22; the proponent agency is DCS, G4.				
1. UNIT/ORGANIZATION HHC, 734TH CHEM BN		2. TO RSC/DRC/DIV or DOL/USPFO		3. DATE (YYYYMMDD) 2003/03/09
4. REPORT DATES (YYYYMMDD)	2003/03/08	2003/03/09		5. REQUEST X REPORT
6. PERSONNEL PRESENT FOR DUTY BY SERVICE COMPONENT				
U.S. ARMY (Active)				
U.S. AIR FORCE (Active)				
U.S. NAVY (Active)				
U.S. MARINES (Active)				
ARNG	123	125		
USAR				
7. SUPPORTED UNITS				
8. MEALS SOLD FOR CASH	2	1		
9. GRAND TOTAL	125	126		
10. REMARKS: * 08 Mar, 2 meals discarded				
11a SIGNATURE Richard N. Anderson		11b RANK MAJ	11c. DATE (YYYYMMDD) 2003/03/09	

DA FORM 5913, JUL 2002

DA FORM 5913-R, JUN 1990, IS OBSOLETE

Figure F-7 DA Form 5913 (Strength and Feeder Report) report single unit

STRENGTH AND FEEDER REPORT				
For use of this form, see DA PAM 30-22; the proponent agency is DCS, G4.				
1. UNIT/ORGANIZATION HHC, 734TH CHEM BN		2. TO RSC/DRC/DIV or DOL/USPFO		3. DATE (YYYYMMDD) 2003/03/09
4. REPORT DATES (YYYYMMDD)	2003/03/08	2003/03/09		5. REQUEST X REPORT
6. PERSONNEL PRESENT FOR DUTY BY SERVICE COMPONENT				
U.S. ARMY (Active)				
U.S. AIR FORCE (Active)				
U.S. NAVY (Active)				
U.S. MARINES (Active)				
ARNG	125	125		
USAR				
7. SUPPORTED UNITS				
CO A, 734th Chem	75	75		
CO B, 734th Chem	60	60		
CO C, 734th Chem	40	40		
8. MEALS SOLD FOR CASH	6	14		
9. GRAND TOTAL	306	314		
10. REMARKS: * 08 Mar, 6 cash meal failed to eat, discard 6 meals * 09 Mar, 5 Unanticipated cash meals sold Meals sold for cash 08 Mar 03 B 2 L 1 D 3 09 Mar 03 B 14 L 0 D 0				
11a SIGNATURE		11b RANK		11c. DATE (YYYYMMDD)
Richard N. Anderson		MAJ		2003/03/09

Figure F-8 DA Form 5913 (Strength and Feeder Report) report multiple units

I. *Warming and cooling beverages.*

Warming and/or cooling beverages may be authorized during AT or IDT (when conducted under field conditions). Funding for warming and/or cooling beverages will be the responsibility of the individual RRC/DRC/DIV or DOL/USPFO. Additional guidance for warming/cooling beverages is contained in chapter 4 of AR 30-22 and in paragraph 4-8 of this PAM.

m. *End of training IDT or AT.*

The kitchen will take the following actions at the end of IDT or AT training.

(1) Semi-perishable ration components returned from AT will be transferred to another unit, to armories or Reserve Centers on DA Form 3294.

(2) The FOS will submit a separate DA Form 5913 to the subsistence supply source when additional convoy rations are provided from the training site.

n. Review of dining facility accounts

The reviewing of dining facility records provide and effective system to monitor the methods used to safeguard resources, assure accuracy and reliability of information, adhere to regulations and policies. All appropriated fund dining facilities accounts (IDT/AT) will be reviewed as

indicated below:

(1) An annual review of IDT and AT records will be conducted within 6 months following the end of the fiscal year.

(2) Reviews will be conducted by a qualified food service (922A/92G) advisor or enlisted supervisor (SGM, MSG, SFC) of the next higher headquarters of the unit or organization operating the dining facility. Reviews will be conducted using a command authority checklist.

(3) Copies of the completed reviews will be furnished to the commander of the reviewed unit (dining facility records file).

3-41. Catered meals

a. Commercially prepared (catered) meals (to include prepared meals purchased with a government charge card) are authorized only when food service personnel or equipment are not authorized or available and support cannot be obtained from another RC or Active Army unit with food service capability. All requests to purchase catered meals (including host nation support meals) must be approved in writing by the MACOM/IMA Region prior to obligating funds. For RC units the approving authority is the installation authority. The initial authority for catered meals may be granted for up to 3 years. For the active Army, MACOMS/Regions will submit to HQDA separately the dollar value of funds obligated for catered meals and host nation supported meals on an annual basis.

b. The best interest of both the soldier and the Government are addressed when catered meals are provided at the contractor's facility. When the command determines that the meals should be delivered, a "guarantee" clause will not be included in any contractual agreement.

c. Delivered contractor supplied meals do not include meals for enlisted soldiers drawing BAS, officer personnel, family members, or guests. However, if the local commander determines that a requirement exists, these personnel may be authorized to purchase contract meals and will reimburse the Government by paying the contractor's established meal price.

d. When the unit is to subsist at the contractor's facility, those personnel not authorized SIK who choose to consume a meal at the contractor's facility will order from the menu as a private individual.

e. The installation authority will establish procedures for procurement and final disposition of catered meals.

f. *Unit* commanders will document consumption of catered meals on either DA Form 3032 or DD Form 1544 as appropriate.